

Draft

**Notes of the third Meeting of the Nailworth CLT Steering Group
8.30 pm Monday 24th February 2014**

Present: William Duckworth, Heather Davis, , Bill Affleck, Joyce Affleck, Derek Pitt, Elizabeth Francis, Dai Francis, Ian Potts, Matt Zorn.

Plus :

SDC Cllrs, Paul Carter, Emma Sims

NTC Cllrs Steve Robinson, Jonathan Duckworth, Paul Carter.

Gloucestershire Land For People CLT Advisor. Ian Crawley

Apologies: Jon Burfitt

Items

1. Agreed Jonathan as Chair and Ian as Notetaker for the meeting. **Action: All** to consider whether they wish to stand for one of the Offices - Chair, Vice-Chair, Secretary and Treasurer.

2. Agreed notes of Second Meeting held on 27th January 2014, as a correct record.

3. **Discussion of matters arising from the presentation by Wessex CLT** earlier. NB: The presentation is on the CLT website. The meeting considered the presentation was helpful in sharing a number of local CLT schemes and their similarities and differences, particularly the benefits and disbenefits of:

* the CLT undertaking the development and taking all the risk itself - employing an architect, seeking planning consent, raising finance, employing a contractor, and managing and maintaining the homes as a Registered Provider or employing one to do so as the CLT's Agent; OR

* the CLT providing the land and partnering with a Housing Association/Registered Provider, who would take the risks, obtain planning consent, fund the scheme and manage and maintain it via a 125 year lease from the CLT, providing the CLT with an annual ground rent payment, typically £208 per property per year.

It was noted that either way, the receipt of Homes & Communities Agency grant for start up costs, professional fees or towards construction costs, would require the CLT to set rent levels as close to 80% of market rent as possible. Wessex CLT, as an umbrella organisation similar to GLP, was paid initially by Town & Parish Councils, and then by the HA partner, not the CLT, on the basis of a % fee per completed home with staged payments at planning consent and completion.

Agreed that a partnership would be sought with a HA/RP. Action: Ian to circulate a draft invitation to those operating in Gloucestershire, including Two Rivers, Aster, Rooftop, Guinness, Places For People and Sanctuary.

3. **Building Our Knowledge & Understanding.** Four SG members (Elizabeth, Paul, Steve and Ian C) had attended the presentation by Matthew Dodd, HCA Regional Rural & Community Led Housing Manager, at Stonehouse Community Centre on 13th February 2014. There was a useful explanation of the HCA's new Community Led Housing Grant Programme and an invitation for any interested local CLT to contact Matthew direct.

Agreed that no further presentations , for example, from a CLT who has undertaken an affordable housing development without partnering with a HA, were required as the decision has been taken to seek a partnership with a HA/RP.

4. Communications.

- a) Website - Jonathan reported that Paypal arrangement now in place for membership at cost of 17p per pound. Thanks to Ian P.
- b) Poster - Jonathan reported that four washable PVC posters had been produced at a cost of £30, displayed at the SG meeting. They were available from him, for display.
- c) Agreed aim to have a bi-monthly piece in the Nailsworth News. **Action: Jonathan**
- d) Q&A Schedule - draft to be circulated for comment. **Action: Ian C.**
- e) Facebook. **Agreed action: William and Ian P** to set up an NCLT Facebook page.

5. Membership.

- a) Jonathan reported there were 68 members and 8 Friends. An additional 17 Members and 1 friend were confirmed in the meeting. Noted that it was best to sign people up and collect their £1 on meeting them rather than leave leaflets. Also that any door to door work best undertaken by a 3/4 people team and on Saturday/Sunday mornings. A target of 200 NCLT Members by the end of March was agreed. **Action: All to recruit members, starting with relatives, friends and neighbours.**
- b) Ian noted he had done a presentation to the Nailsworth Rotary Club and left leaflets for FGR FC and Primary School staff; and was approaching Renishaws and Ruskin Mill.
- c) Recruitment Activities. Noted Morrisons agreed for 2/3 May. Steve co-ordinating. Action: All to confirm availability.

6. Possible Development Sites.

- a) SDC. Paul reported on a meeting with Andy Nash , SDC job share Head of Asset Management, who is the NCLT's Link Officer, on 18th February. Andy emphasised that SDC's preference was for the CLT to proceed with a single SDC site rather than more than one . Subsequently, Andy confirmed by email that the Lower Lawnside site (both sides of the road) would be recommended (and could be rejected) to the 20th March meeting of the Housing Committee as follows:

We (NCLT/SDC) continue to discuss a specific site, as attached (map of the Lower Lawnside site)

- That we negotiate, subject to contract, a memorandum of understanding, and
- That the steering committee of the proposed Nailsworth CLT be permitted to investigate development and funding for the attached site, without commitment by SDC, and having due regard to the rights over the access road through the middle, and the occupants of the garages on the northern section.
- Other matters, particularly funding, governance & legal framework, can then be left to a later report.

In response the following actions were agreed :

- a) a letter from the SG would be delivered to the approx. 50 homes in the vicinity of the site on Friday 7th March when the report became publicly available via the SDC website. **Action: Ian** to draft letter clear with SDC and deliver the letter. Jonathan to produce

headed notepaper.

b) Keith Angus would be asked to undertake a desktop feasibility study of the site from 7th March to establish viable options for residential development, principally the number and disposition of homes. **Action: Ian.**

c) Work should commence on drafting a Memorandum of Understanding. **Action: Ian C, Ian P and Bill.**

b) **Private landowners. Agreed action: SG Members** to approach any landowners they know informally' for the SG then to explore their interest; and that an advert/article in the NN would be published seeking interest from private landowners who may be willing to work with the CLT.

7. Finance. Ian noted that the costs of the presentation earlier would be met by NCLT SG meeting the £100 travel expenses from the £5000 set aside by the Town Council and GLP meeting the £150 fee from Wessex CLT (a social enterprise) for the speakers.

AOB

a) Steering Group membership. Jonathan noted 20 Members had indicated they wished to serve on the SG. Average attendance was 12. This was a good number for a SG. However, larger would be welcome if attendance was consistent. **Agreed action: Jonathan** to contact all those who expressed an interest but not attended consistently about their role.

Dates & Items for Next Meetings

Monday 24 March 7 pm Nailsworth Town Hall

Steering Group Terms of Reference

Register of Interests.

A Vision for the Nailsworth CLT.

Memorandum of Understanding with SDC

Monday 28 April. 7 pm Nailsworth Town Hall

Choosing a Housing Association Partner

Seeking Start up Funding

May - date to be confirmed

Legal Incorporation of NCLT as a Community Land Trust

Author: Ian Crawley/GLP/26 Feb 2014